

SHIPPENSBURG UNIVERSITY

PRESIDENT'S CABINET

Monday, October 19, 2009

9:00 a.m., CUB Lounges

Presiding: Dr. Lyman

Members Present: Mr. Clinton, Mr. Ebersole, Ms. Fawks, Dr. Finucane, Dr. Folmer Clinton, Dr. Gigliotti, Ms. Grissom, Dr. Harpster, Dr. Johnson, Mr. Lensie, Dr. Mathes, Mr. Michaels, Dr. Mike, Mr. Pilgrim, Dr. Pomeroy, Dr. Sax, Dr. Schoolcraft, Dr. Schultz, Dr. Serr, Dr. Speakman, Mr. Stepler, Dr. Terrell, Dr. Topper, Dr. Wehrung, and Dr. Winter

Others Present: Tom Enderlein, Jr.

APPROVAL OF MINUTES:

Upon a motion of Dr. Finucane, seconded by Dr. Terrell, the minutes of the September 20, 2009 meeting were approved.

PRESIDENT'S REMARKS:

Dr. Ruud encouraged everyone to attend the Diversity Forum Workshop next week. Dr. Joann Moody will be our facilitator. This workshop is consistent with the recommendations of the Middle States accreditation.

We now have a budget, but no decisions have been made. This is everyone's budget so input is welcome.

PRESENTATION:

Mr. Dean Weber and Ms. Shannon Keith, from the Office of Internal Audit and Risk Assessment, gave a presentation on the Risk Assessment Review process. This process has been implemented by PASSHE. Meetings will be scheduled with individual divisions to help identify potential risks. A risk is defined as anything that prohibits us from meeting our strategic goals.

FROM THE VICE PRESIDENT OF ADMINISTRATION & FINANCE:

Dr. Terrell reported that an RFP is out by PASSHE looking for an organization to look at PASSHE and the universities to identify ways to improve efficiencies as a system as a whole – to consolidate, centralize, and decentralize. Contracted performance period is for six months with a report due to the Chancellor in June.

Budget: Ms. Fawks announced that we have a balanced budget for 2008-09. There are no plans for distribution of stimulus money at this time. If we receive these funds, it will have

restrictions. This year, the 2% of performance funding is not restricted for accreditation and library.

Human Resources: Dr. Topper reviewed the Holiday Schedule for 2010. Upon a motion of Dr. Harpster, seconded by Ms. Fawks, the schedule was approved as shown in MINUTES ATTACHMENT 1.

Public Safety: Chief Grissom reported that Homecoming weekend was good and fairly quiet. There will several underage drinking and criminal mischief charges.

Facilities: Mr. Bryson reported that a ground breaking was held for Huber and fencing will go up this week. One lane of Dauphin Drive will be closed. Outside work for the CUB is expected to begin March 10. All entrances remain open until May commencement.

FROM THE EXECUTIVE VICE PRESIDENT FOR EXTERNAL AFFAIRS & UNIVERSITY RELATIONS:

Fee Increases: Dr. Folmer Clinton presented a recommendation to increase fees for external groups for social events in the Conference Center and Reisner & Kriner Dining Halls. Upon a motion of Dr. Johnson, seconded by Dr. Topper, the fee increases were approved as shown in MINUTES ATTACHMENT 2.

Dr. Harpster announced the following: a) a social networking meeting will be held October 30; and b) HATS is holding needs development workshops in the west Cumberland County region and everyone is encouraged to attend this evenings meeting.

FROM THE PROVOST AND SENIOR VICE PRESIDENT FOR ACADEMIC AFFAIRS:

Arts & Sciences: The College of Business Dean search continues. The position announcement has been advertised in various areas and 25 applications have been received to date.

Education & Human Services: The Council on Social Work Education will be on campus Wednesday through Friday.

Institute for Public Service: There have been 81 applications for under-graduate research program (130 students – 20 more applications than last year). We have \$50,000 in funding available but requests total \$101,000.

Academic Master Plan: The Steering Committee meets this week.

Enrollment Management: Dr. Speakman distributed and reviewed the most recent admissions activity report and provided freeze data.

FROM INFORMATION TECHNOLOGIES AND SERVICES:

The following announcements were made: a)tech fee renewal process is starting – fill requests will be done electronically and will require the Dean's signature for approval.

FOR THE GOOD OF THE ORDER/ANNOUNCEMENTS:

- The beginning of November, PASSHE will be doing a library quality survey
- Reminder to get information for the President's annual report to Dr. Gigliotti
- Information to department chairs of nominees for billboards or web – nominations should be returned to Laura Burkett
- Graduate Deans met with PASSHE – task force to discuss collaborative programs for SU Masters
- Faculty/staff dining hall still a major concern; going to meet & discuss
- Request to give greater attention to graduate research
- Open house this Saturday, 1600+ are registered
- Registration for winter on-line term starts today
- College of Business with PASSHE hosted the MAACBA
- College of Business Advisory Board meeting October 30
- SOFOS rollout continues – bring in laptops and leave overnight for the update
- Campus Information System – next fall for Admissions and the following fall for Registrar
- Luhrs Center is working with the Foundation for corporate sponsors – already have Capital Blue Cross and Boyer & Ritter
- Moving forward on pool repair project, however it is underfunded
- Phone-a-thon going well – up 2.5% from last year
- Recognize and thank Dr. Finucane and Dr. Linda Hoover for chairing the campus campaign
- Women's Center is holding two programs: Dating Violence on October 21 and Breast Cancer awareness on October 29
- Residence Hall students raised \$1000 in their penny wars for SECA
- International study abroad fair will be held on October 21
- International Education week begins November 2
- Thanks for support of alumni party at Knutes and tailgating
- Shippensburg Chamber, DOIT, & SADCO will hold a joint retreat November 18
- Names for employee recognition awards are being accepted for staff
- AFSCME was recognized for continuing to do a great job in spite of the many vacancies

MEETING ADJOURNED at 11:20 am

MINUTES prepared by Robin Maun